

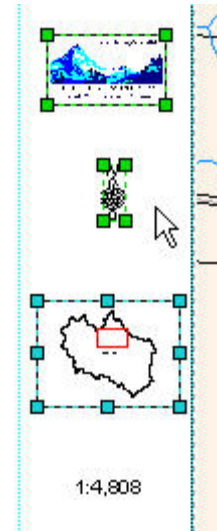
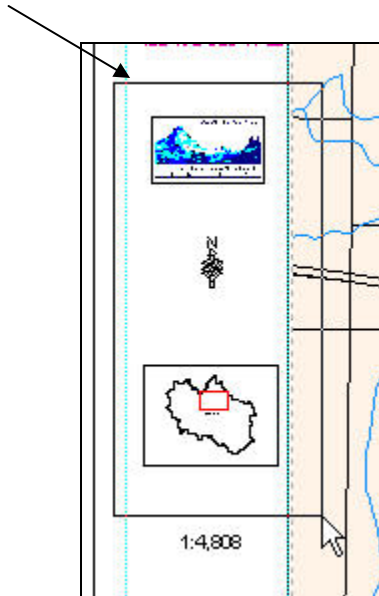
Grouping Graphics

Grouping is helpful when you want elements on a map to maintain their distance and spacing from each other when moved. Although, once elements are grouped they become a static graphic. As a static graphic you will no longer be able to edit them individually nor will they be dynamically linked to the map.

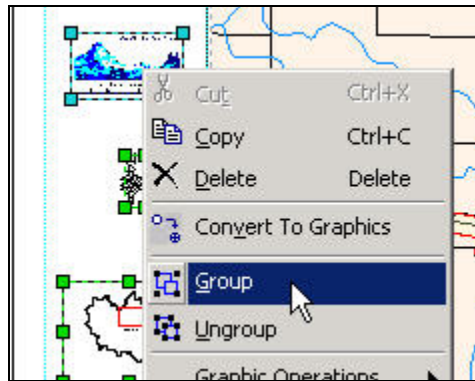
To group elements you need to select 2 or more items.

You can select them by left-clicking one element and then holding down the shift key select the other elements to be grouped.

Another way to select a group of element is too left-click and hold outside the items to be selected and then drawing a selection box completely around them.

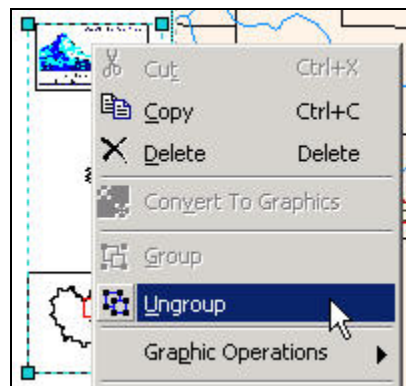


Once the elements are selected right-click over any one of the selected items and from the menu select group.



Now left-click on any of the grouped graphics and you will see that the selection box with handles includes the other graphics. You can click and hold to move the graphics as one unit and see that the elements can be moved with the spacing between each being maintained.

To ungroup the graphic right-click over the selected item and then choose ungroup.



Now elements can be moved individually, any dynamic items are restored and you can edit the elements.